

Statement of Work
Household Furniture Refurbishing

3. Scope of Services

- a. Pick up furniture to be refurbished from the Embassy warehouse and return after work is completed.
- b. The pickup/return of furniture to be loaded/offloaded by the vendor manpower/resources.
- c. Embassy tags SHALL NOT be removed from the furniture during refurbishing process.
- d. Deliver the refurbished items in “**shrink-wrap**” that provides good protection for the items from any potential damage during transportation. The shrink wrap should be transparent and SHOULD NOT leave marks on the furniture.
- e. Refurbishing the items according to the desired color – either matching current color or as specified by the Embassy.
- f. The refurbishing should be completed by skimming the wood to the base before returning to original condition with a high-quality finishing. Refurbishing work should leave no marks, scratches, or dents on the furniture.
- g. Refurbishing work will **include** fixing minor damages and replacing handles, hinges, knobs...etc. These parts will be **provided by the embassy**.
- h. Legs must be tightened and securely fastened to tables and chairs.
- i. The Embassy expects the highest possible quality for Upholstery work otherwise the COR maintains the right to reject service after the evaluation.
- j. Processing time for each upholstery job should not exceed one month, unless specifically approved by GSO Property warehouse supervisor.

4. Delivery Location and Time

- A. The vendor shall pick up furniture from the Embassy warehouse and return after work is completed in accordance with the specification and delivery terms set forth herein.

The address is:

American Embassy
Abdoun, Alumawyeen St.
P.O. Box 354, Amman 11118 Jordan

- B. Pickup and delivery of furniture will be done between the hours between 9:00 am and 16:00 pm.

C. Any Contractor personnel involved with the delivery of the items shall comply with standard U.S. Embassy regulations for receiving supplies. The Contracting Officer's Representative (COR) will be responsible for instructing Contractor personnel at the time deliveries are made. Prior notice of at least 24 hours before the delivery.

5. Storage

During the Refurbishing work, all furniture must be stored in a dry & safe environment to prevent damage.

6. Warranty

3 years on refurbished items (does not include normal wear and tear).

7. Photos:

Samples for the household to be refurbished along with their measurements are attached hereunder:







TV Entertainment
W*D*H(128*56*77 CM)



Printer Table
W*D*H (66*60*77 CM)

China Top

W*D*H(142*46*114 CM)



China Base

**W*D*H (142*46*89
CM)**





Desk
W*D*H (122*60*77 CM)



End Table
(W*D*H (65*53*59 CM))

Sofa Table
W*D*H (132*40.5*68.5 CM)



Dining Table
W*D*H (162*111*76 CM)



